

# Using the Township Hall

The Ozawkie Township Board is pleased to provide the Township Hall as a convenient, low-cost location for family and local organizational functions. In order to be of the greatest service to all, we ask that you adhere to the following requests:

1. Please do not remove any tables or chairs from the premises. There is adequate seating provided for most gatherings. If you bring in additional equipment for your group, be sure it is clearly identified so it can be easily separated when you leave.
2. Please try to avoid sliding tables and chairs across the floor. Doing so not only leaves unsightly marks on the floor, it also weakens the locking mechanisms on the tables. Tables are sometimes surprisingly easy to damage when dropped, so please, **BE CAREFUL!**
3. You are welcome to use the kitchen facilities, but please remember to clean up before leaving. This includes range tops and ovens. Be sure to take your extra food and ice from the refrigerator.
4. Please sweep the floors before leaving. Mops and brooms should be in the utility closet in the kitchen area. Additional trash bags, paper towels and toilet tissue are also in the closet. We have no regular trash pickup service at the hall, so please **TAKE YOUR TRASH WITH YOU!!!**
5. Please do not park vehicles in front of the Fire Department doors, or along the west side of Kiowa Drive. In case of an emergency, the Fire Department does not have time to wait for someone to move their cars. Violators may be ticketed!!!
6. **REMEMBER** – This hall has been built with and is maintained by tax money from Ozawkie Township residents, and is used primarily for the benefit of those residents. Help us protect your investment.

## AGREEMENT AND RELEASE

In consideration of the leasing of the premises described below (the “Premises”) by Ozawkie Township & Fire District #7 to the undersigned, the undersigned for itself, its heirs, executors, administrators, successors and assigns hereby agrees to comply with the above requests, and releases, acquits and forever discharges Ozawkie Township & Fire District #7, its officers, directors, agents, members, servants and employees from any and all suits, actions, causes of action, claims or demands for damages, costs, loss of use, loss of services, expenses, compensation, consequential damage, punitive damage, or any other thing whatsoever on account of, or in any way growing out of, any and all property damage, personal injuries, illnesses, death or any other thing resulting or to result from any occurrence or accident that may happen as a result of or arise out of the leasing or use of the premises (the “Premises Claims”).

The undersigned hereby agrees to indemnify, defend and hold harmless Ozawkie Township & Fire District #7 against Premises Claims brought by any person or entity.

This agreement and release shall not be pleaded by the undersigned as a bar to any claim or suit, nor asserted as an admission of liability against the persons, firms and corporations hereby released.

This agreement and release contains the entire agreement between the parties hereto, and its terms are contractual and not a mere recital. Any reference herein to the masculine, feminine or neuter gender shall be deemed to include any gender which the context of such reference shall require.

The undersigned hereby executed and delivers this agreement and release to induce Ozawkie Township & Fire District #7 to lease the premises to the undersigned.

The premises are described as follows:

**OZAWKIE TOWNSHIP HALL, 524 KIOWA DRIVE, OZAWKIE, KANSAS**

\_\_\_\_\_  
Signature (Undersigned)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Township Hall Representative

\_\_\_\_\_  
Date